

- ☐ Owner
- ☐ Accountant/Bkkr.
- ☐ Business Associate
- ☐ HRM Manager
- ☐ Office Manager
- ☐ Other _____

Your Former Employees May Need Your Assistance!

If a former employee of yours files for unemployment benefits and needs information for an Alternate Base Year, Employment Security needs information from you as quickly as possible.

An Alternate Base Year means the wages and hours requested of you are for the most recently completed calendar quarter.

During the first seven weeks of every new quarter, you may receive a letter from us requesting information on wages and hours

worked for former employees. The quicker you provide the information, the more quickly we can provide the unemployment benefits to your former employees.

Your timely response with the requested information to fax number (360) 902-9264 or toll free 1-877-210-5951, assists your former employees. The wages paid and actual hours worked that correspond with those wages reported should be the same as those you report on your quarterly tax report.

New Workforce Explorer Website for Business

Labor Market and Economic Analysis launched a new website to help businesses. The Workforce Explorer can be found on the Internet at www.workforceexplorer.info and is a user-friendly information resource for employers.

Some of the features include a Career Center, Data Browsing tool, Data Analysis tool, and a "My Workforce Explorer," allowing employers to manage and save their own content.

Employers will find wage data, occupational information, economic outlook articles, and much more.

Questions regarding the website can be directed to Michael Paris, Deputy Director, Labor Market and Economic Analysis, phone: (360) 438-4803, or e-mail: mparis@esd.wa.gov.

Make Online UI Tax Payments with E-Pay

History was made two months ago when the first electronic tax payment was made through Employment Security's new E-Pay system.

E-Pay utilizes Secure Socket Layer encryption when exchanging information with businesses to insure the safe processing of tax payments. This debit process allows businesses to choose the date on which their checking accounts will be debited for tax payments.

E-Pay provides accountants with the ability to send their customers the confirmation number obtained by filing a tax report electronically (UI*Fas*Tax or UI*Web*Tax), who can then go to the E-Pay website to make payment.

When a confirmation number is provided, E-Pay will pre-fill the UI Tax amount due from the filed tax report.

"This is a watershed moment for UI Tax and for the department," said tax chief Kurt Malizio. "Electronic payments are something that we and our business customers dreamed of doing – now it's a reality."

E-Pay is available to all taxpayers. To sign up for one of the FREE electronic filing options, either UI*Fas*Tax or UI*Web*Tax, go to www.wa.gov/esd.uifasntax/ or call your local District Tax Office. These local tax representatives can help businesses start filing electronically and/or paying taxes using E-Pay.

Electronic filing tax specialists from the local District Tax Offices will be contacting businesses who are still filing paper reports. For employers who don't want to wait for the call, a listing of staff and numbers are below.

Electronic Filing Tax Specialists

Bellevue - Ivy Liu (425) 649-4468

Bellingham - Carole Foldenauer (360) 738-6204

Everett - Peter Yi (425) 339-5038

Olympia - (360) 407-5145

Seattle North - Shannone Kirby (206) 721-4490 (M-W) and (206) 706-3806 (Th-F)

Seattle South - Shirley Jo Kyte (206) 766-6313

Spokane - Laurie Bell (509) 532-3094

Tacoma - Diane Gilcrease (Lead) (253) 593-7390, Jennifer Zheng (253) 593-7380, Don Agney (253) 680-2891

Tri-Cities - (509) 734-5880

Vancouver - Lennette Vance (360) 735-5052

Wenatchee - Alicia Provo (509) 574-0135

Out-of-State - Sandy Hoar (360) 902-9209, Central Office, UI Tax

Work Opportunity and Welfare-to-Work Tax Credit Programs

For information on how to lower your taxes, contact the Employment Security Department at 1 (800) 669-9271 and inquire about the Work Opportunity Tax Credit and Welfare-to-Work Tax Credit programs. Employers can claim tax credits and save money when they hire qualified workers who work a minimum number of hours.

The Work Opportunity Tax Credit lets you choose an employee from one of eight target group qualifiers. Tax savings for hiring one of the eight target groups can be as much as \$2,400 the first year. If you hire someone who has been on welfare and otherwise qualifies, you can save up to \$8,500 over two years through the Welfare-to-Work Tax Credit Program.

How Are We Doing?

Employment Security wants to know what employers would like to have included in this newsletter.

Write to us at: Business Update, Employment Security Department, UI Division, P.O. Box 9046, Olympia, WA 98507-9046 or e-mail to businessupdate@esd.wa.gov.

It's On The Net

Employment Security: The Right Connection

***Visit Employment Security's
Homepage at: www.wa.gov/esd***

The News You Need To Know About Employment Security.

- Take a look at our special programs for business.
- Get important tax information.
- Improve your general knowledge about ES.
- Find out what's going on -- look at our current publications.
- All that is at hand merely by visiting Employment Security's Home Page.

The Washington

Employer Help Line

What's in it for me?

- File 'no payroll' quarterly tax reports.
- Obtain key data about your UI tax account, including tax rates.
- Have selected forms and/or publications faxed to you.
- Get help with your recruiting or place orders to fill anticipated job openings.
- Access these and other services 24 hours a day, any day. Just dial:

(206) 340-1400 - Seattle

(509) 892-9211 - Spokane

(253) 305-0038 - Tacoma

1-888-836-1900 - Toll Free

Finding the Right Worker
Just Got

Easier!

List Jobs for free

go2worksource.com lets you reach thousands of Washington job seekers daily without spending a dime. Simply go to the site, post your job listings and watch the resumes roll in.

EHB 2901 and Referendum 53

This last legislative session, EHB 2901 was passed. This bill makes changes to tax rate calculations and the Training Benefits Program. Shortly after the bill was signed by Governor Gary Locke, a Referendum Measure, Referendum 53, was proposed. This referendum would undo the tax

portions of the law. A lawsuit has since been filed that would declare the referendum unconstitutional. To learn more about the new law, and the subsequent challenges, check out our web site at www.wa.gov/esd/employerservices.htm. We will keep that site updated as events occur.

2001 OES Survey Response Rate High

The Occupational Employment Statistics (OES) Unit would like to thank the businesses of Washington State for their outstanding participation in the 2001 OES Survey which has recently been completed. The cooperation of more than 6,000 sampled firms put Washington's response rate well over 80%, one of the 10 highest rates in the country.

Estimates generated by the OES survey give us our occupational employment and wage data for the nation, state, and sub-state areas. Survey results are published on the LMEA Website under OES Wage Survey.

Be sure to mail, fax, or e-mail the New Hire forms to the correct agency.

To report or discuss new hire reporting, call, fax or write:

Department of Social and Health Services
1 (800) 562-0479
Fax: 1-(800) 782-0624
Web: www.wa.gov/dshs/newhire/
DSHS New Hire Directory
P O Box 9023
Olympia, WA 98507-9023

To discuss New Hire wage verification requests from ESD's New Hire Unit, write, call, or fax:

Employment Security Department
(360) 486-3030 or 1 (866) 266-1987
Fax: (360) 407-3378
ESD New Hire Unit
P O Box 9046
Olympia, WA 98507-9046

LOCAL Happenings

WorkSource Columbia Basin Employer Workshop

The Tri-Cities District Tax Office in conjunction with the Department of Labor & Industries, Department of Revenue, and the Department of Social and Health Services Support Enforcement will be providing an employer workshop on October 16. This is a free workshop and businesses are encouraged to attend to receive information about reporting requirements. The workshop is scheduled from 8:30 a.m. to 5 p.m. at WorkSource Columbia Basin, 815 N. Kellogg, Suite D, Kennewick. For additional information, call (509) 734-5880.

Southwest Washington Small Business Conference

A Small Business Employment and Labor Law Conference will be held October 23 in Vancouver. The conference is scheduled from 7:30 a.m. to 4:45 p.m. at Club Green Meadows, 7703 NE 72nd Avenue, Vancouver. Registration and a continental breakfast begin at 7:30 a.m. with the general session to begin at 8 a.m.

There will be breakout sessions including

Employment and Labor Law in Washington, Employee Performance Issues and Terminations, Understanding Washington Employment Insurance Process and Appeals, and Performance Coaching. The cost of the conference is \$99.

For additional information, contact Becky Whitten at (360) 833-1600 Ext. 207 or e-mail beckyw@c-techindustries.com.

Small Business Workshops

The Internal Revenue Service (IRS) is offering Small Business Workshops statewide all year round. The topics range from *Starting A Business Got You All Shook Up?* to *Working for Love Instead of Money?* to *Employment Tax Workshop*. Presenters include representatives from federal, state, and local government as well as private companies. The workshops can be located on the Internet website for the IRS at <http://www.irs.gov/smallbiz/localevents/washington.htm>.

Save Your Business Money With Shared Work!

Are you anticipating or experiencing an unexpected slowdown in your business?

**For more information, call
1-800-752-2500**

Not available during seasonal slowdowns or for part-time employees.

Never Use Paper Forms Again!

Go to www.wa.gov/esd/tax and file or pay your unemployment insurance taxes electronically using *UIFastTax* or *UIWebTax*. The E-Pay solution is included in both versions of tax software. Information to make the decision about which version is best for your business can also be found at this site.

Report a Fraud Today

Know of a dishonest contractor, employer, worker, health care provider, attorney?

**Report-a-fraud hotline:
1-888-811-5974**

**Report-a-fraud-website:
<http://www.lni.wa.gov/fraud/>**

The Department of Labor and Industries, in coordination with the Department of Revenue and the Employment Security Department, want to reduce fraud. You can remain anonymous.

Employer Seminars and Job Fairs

WorkSource Snohomish County will be offering employer seminars and job fairs throughout the Fall and Winter.

Snohomish County employers can call Business Services at (425) 258-6330 to get added to the mailing list.

The schedule for seminars and job fairs can be found at <http://www.worksourceonline.com/>.

Pierce County Business Operators and Managers

Do you need information about business expansion resources, revenue tax information, Washington Industrial Safety and Health Act, and more? The newly branded Business Connection at WorkSource Pierce is specifically charged with helping you to greater success and increased profits by connecting business to quality services. Visit us at www.worksourcepierce.com or call one of The Connection Coordinators at (253) 404-3970. Including these tax supported services in your strategic action plan will make an immediate difference in your bottom line.